

PERSONNEL BOARD

June 15, 2006

MEETING

Meeting was held Thursday, June 15, 2006, City Council Chambers, County-City Building, Lincoln, Nebraska.

Members present: Sarah Jones, Maggie Stine, Pat Borer. Member absent: Ed Wimes.
Personnel Department resource staff attending: Karen Eurich.

The meeting was opened at 1:35 p.m. by Vice-Chair Pat Borer.

It was moved by Sarah Jones and seconded by Pat Borer to approve the minutes of the May 19, 2005 meeting. Motion unanimously carried by roll call vote.

It was moved by Pat Borer and seconded by Maggie Stine to approve the minutes of the February 16, 2006 meeting. Due to the fact that Kevin Flores is no longer a member of the Board, there is no way to legally approve these minutes; however, the Board is approving them for record keeping purposes only, based on the members that were in attendance at the February meeting. Voting yes: Maggie Stine, Pat Borer. Abstaining: Sarah Jones.

Agenda Item 1 was the request to create the classifications 1135 Internal Auditor (M01), 1314 Buyer (A10), and 3141 Property & Evidence Technician (N14). John Cripe of the Personnel Department explained the request for the creation of these classifications. The Internal Auditor position is being created at the request of the City Council and has been added to the current budget year. Don Herz, City Finance Director, also answered questions from the Board. The Buyer class is being created at the request of the Finance Department. Currently a vacancy exists in an Assistant Purchasing Agent classification, and the Department has requested to create a class that is in a lower pay range to replace the vacancy. Vince Mejer, Purchasing Agent, answered some questions from the Board and indicated the Buyer position will handle all the quotes and the bid process, and he still has one Assistant Purchasing Agent classification within his department. The Property and Evidence Technician is being created for the Police Department. The duties of this position are currently being done by the Stores Clerk II classification, and due to an update in evidence collection and storage and security issues, this new class is created at two pay grades above the Stores Clerk II position. Current employees will be reallocated into the new classification for those that do the duties. Following discussion, it was moved by Maggie Stine and seconded by Sarah Jones to approve the creations as presented. Motion unanimously carried by roll call vote.

Agenda Item 2 was the request to revise the classifications 0705 Attorney I (M01) and 0706 Attorney II (M02). John Cripe of the Personnel Department explained this request was to change the desirable training and experience and the minimum qualifications of each classification. This would set up the classes to be an automatic advancement from Attorney I to Attorney II after serving two years as an Attorney I, at the discretion of the City Attorney. Following discussion, it was moved by Maggie Stine and seconded by Sarah Jones to approve the revisions as presented. Motion unanimously carried by roll call vote.

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Agenda Item 3 was miscellaneous discussion. Don Taute of the Personnel Department informed the Board that Board member Kevin Flores has resigned from the Board due to scheduling conflicts, which leaves an additional vacancy on the Board as Sarah Jones' term expires in June. Don Taute asked Sarah if she would agree to continue to serve on the Board or if she wanted to let her term expire. Sarah Jones indicated to Don Taute that she would agree to continue on the Board. Don Taute said he would pass this information along to the Mayor's office.

There being no further business, the meeting adjourned at 2:00 p.m.

The next scheduled meeting is tentatively set for Thursday, July 20, 2006.

Karen Eurich
Personnel Operations Specialist

PC: Joan Ross, City Clerk
 Don Herz
 Dana Roper
 Tom Casady

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